

Natural Heritage Trust

2017 - 18 Procurement Report June 2018

Report Background

NHT is required by Section 2979 of the Public Authorities Law to annually report to the Board and to the State all payments made to vendors that are in excess of \$5,000 or more each fiscal year. The Authorities Budget Office classifies procurements into four types:

Types of Procurement

- 1) *Competitive* - Meaning quotes for pricing were solicited or obtained from more than one vendor. Competitive grants would also fall under this category
- 2) *Non-competitive* - Quotes were not solicited because the vendor is either a single source (no other competitor can provide the same quality goods or services required). These procurements also include site-specific purchases (typically food and/or beverage services at Parks or sites that have the exclusive right to provide those services because they competitively won a larger state contract)
- 3) *Non-contract/Purchase Order* - These items are not contractual services per se and an order for products or goods is placed with use of an NHT Purchase Order. NHT pays the invoice after the Region confirms products were received
- 4) *State Contracts* - Meaning the items were purchased off of a NYS Centralized contract or Agency term contract. In both cases, the state already did the vetting of the Consultant/Supplier and negotiated competitive pricing

Summary

In FY 2017/18, the NHT administered over \$16 Million in funds for various different environmental initiatives and purposes. While some of this amount is for program employees' salaries and related costs, the remaining funds were spent directly on equipment, supplies and materials for stewardship, conservation and programs and projects at New York parks, waterfronts and historic sites. The procurements listed in this report are only those totaling \$5,000 or more (Many NHT purchases are for much less than \$5,000).

Vendors that are highlighted are NYS Certified Minority and Women Owned Businesses

Type of Procurement	Number of Vendors	Aggregate Amount by Category
Competitive	44	\$930,898.19
Noncompetitive	70	\$3,659,352.06
Non-Contract/Purchase Order	51	\$932,218.71
State Contract	6	\$393,273.86
Totals	171	\$5,915,742.82

Vendor Name	Description of Commodity/Service	Amount Paid 4/1/2017 - 3/31/2018	Project Account(s) Expended From
4 IMPRINT INC.	Re-Sale Items	\$16,950.81	472,311,590,344
ALEX ICE SERVICE	Re-Sale Ice	\$11,617.20	266
ALPINE CONSTRUCTIONS & LANDSCAPE CORP.	Planting Materials	\$7,320.00	252
ARTISAN'S APPAREL	Re-Sale Items	\$10,822.82	282
ARTISTIC ARBORICULTURE INC.	Planting Materials	\$8,750.00	252

ATLANTIC NURSERIES INC.	Planting Materials	\$7,059.25	252
BISSETT NURSERY CORPORATION	Planting Materials	\$5,057.95	252, 260, 591
BSN SPORTS	Program Supplies	\$15,909.55	207, 215
CAPT. RON BURDEWICK	Program Services	\$13,225.00	589
CENTERPLATE	Event Expense	\$21,714.25	369,528,589
CLEAN VENTURE, INC	Event Expense	\$143,887.17	274
CUSTOM STITCH INC.	Program Supplies	\$23,110.00	207
EMIL KREYE & SON INC.	Planting Materials/Construction Expense	\$8,000.00	252,260
ESSEX COUNTY	Grant Award - Finch Grant Program	\$85,589.00	603
ESSEX COUNTY INDUSTRIAL DEVELOPMENT AGENCY	Grant Award - Finch Grant Program	\$187,848.52	603
FINISH LINE ROAD RACE TECHNICIANS, INC.	Program Services	\$57,000.00	528
FOXBOROUGH NURSERY INC.	Planting Materials	\$10,980.00	252
HICKS ICE	Re-Sale Ice	\$15,487.60	266, 279
HIGH TIDES SCREEN PRINTING LLC	Event Expense - Air Show	\$11,696.40	589
HILLTOP INDUSTRIES	Printing Expense	\$10,377.61	294
KNUCKLEHEAD INC. EMBROIDERY	Staff Apparel/Re-Sale Items	\$5,265.70	343,511
LAWRENCE KELLY DBA ROCKY KELLY GOLF SHOP	Resale Items	\$7,394.44	251
LOCKER ROOM	Resale Items	\$5,694.50	374,462
LONG ISLAND PICTURE FRAME	Printing Expense	\$5,010.00	304,589
MAINES	Re-Sale Items	\$30,854.73	251, 461, 462
MARTIN & SON TRANSPORTATION	Planting Materials	\$7,583.38	252,260
MOSHER LUMBER INC.	Program Supplies	\$5,162.00	294
MOUNTAINMAN OUTDOOR SUPPLY CO.	Program Supplies	\$5,036.00	308
MOUNTAIN VIEW SHED AND GAZEBOS	Program Supplies	\$6,455.00	308
NORTHWIND GRAPHICS	Resale Items	\$6,411.00	330
PINEWOOD PERENNIAL GARDENS LLC	Planting Materials	\$5,764.68	252
ROCKING HORSE FARMS	Performance	\$5,300.00	303
SCENIC DESIGNS, INC.	Planting Materials	\$12,300.00	252, 260
SINON FARM, INC.	Re-Sale Items	\$7,060.00	343
SOUND ON SOUND PRODUCTIONS	Performance	\$7,400.00	278
SOUTH SHORE OUTDOOR STORE INC.	Event Expense	\$30,089.31	472, 525, 528
SUNNYSIDE GARDENS	Planting Materials	\$11,390.05	330
SYSCO FOOD SERVICE	Resale Items	\$6,206.51	337
TGIF ENTERTAINMENT, INC.	Tents for Air Show	\$13,963.00	589
THE WOOD GUY	Re-Sale Wood	\$10,712.60	266
TREES ON THE MOVE - A DIVISION OF LA MAY'S TREES	Planting Materials	\$14,080.00	252
T'S EMBROIDERY & SCREEN PRINTING	Resale Items	\$5,107.76	266

WILCOR INTERNATIONAL INC.	Re-Sale Items	\$26,063.40	251, 279, 282, 462
WOJESKI & COMPANY CPA'S,P.C.	Consultant Fee	\$18,191.00	100
	Competitive Total:	\$930,898.19	
360 EAST AT MONTAUK DOWNS	Catering	\$10,600.00	302,470
ACUSHNET COMPANY	Resale Items	\$6,964.64	251
ALL TRAFFIC SOLUTIONS INC.	Restocking Fee	\$7,300.00	300
ALLEN ASSOCIATES	Resale Items	\$5,167.69	279,337
AMAZON	Resale Items	\$6,780.52	344
AUDREY LEEDS CASTILLO	Consultant Fee	\$7,057.65	248
AUDUBON INTERNATIONAL	Membership Renewal	\$6,480.00	259
BASCOM MAPLE FARM INC.	Program Supplies	\$7,137.47	343
BEN KARIS-NIX	Resale Items	\$7,272.50	308
BETHPAGE STATE PARK	Event Expense	\$5,135.00	259
BETHPAGE STATE PARK PRO SHOP	Event Expense	\$6,340.00	259
BLACKBAUD	Consultant Fee	\$12,719.40	100
BOND, SCHOENECK & KING, PLLC	Consultant Fee	\$9,140.00	285
BPA'S ACTUARIAL AND PENSION	Actuarial Expense	\$6,500.00	285
BUSY BEAVER TREE SERVICE	Tree Service	\$5,450.00	251,292
CARLYLE ON THE GREEN	Event Expense	\$9,519.14	256,369,589
CASTINE'S SNOW REMOVAL LAWN CARE & TRUCK	Re-Sale Items	\$6,308.14	266
CIRCLESAPES INC.	Program Service	\$13,575.00	537
CNY WOOD PRODUCTS	Resale Wood	\$12,480.00	251
COMMISSIONER OF TAX & FINANCE	Reimbursement	\$18,134.50	563
CORNELL UNIVERSITY	Program Services	\$105,698.23	259
CRANBERRY'S AT TILLEY HILL	Program Supplies	\$7,196.85	209
CRANE'S TREE & SHRUB SERVICE INC.	Tree Service	\$14,250.00	252
DEFENSE ACCOUNTING OFFICE	Performance	\$8,000.00	589
DREISSIG APPAREL INC.	Resale Items	\$9,336.60	337, 605
DRISCOLL FOODS	Re-Sale Items	\$6,618.75	343
FERNBROOK NURSERY	Planting Materials	\$5,171.00	252
FOUR FREEDOMS PARK CONSERVANCY INC.	Event Expense	\$116,981.33	579
FRIENDS OF THE NATURE CENTER	Program Service	\$300,869.45	287
GANZ USA, LLC	Re-Sale Items	\$8,734.33	279, 282, 306
GAYLORD WILKINSON	Re-Sale Wood	\$14,576.25	251
GREEN RENEWABLE, INC.	Re-Sale Items	\$9,954.00	308, 554
GRIFFINS LANDSCAPING	Re-Sale Wood	\$5,037.50	511
HERSHEY'S ICE CREAM	Re-Sale Items	\$8,927.93	251, 279, 461
HIDDEN OAK CAFÉ	Catering	\$5,412.00	252

HUDSON VALLEY COMMUNITY COLLEGE	Program Service	\$7,500.00	384
ISLIP ARTS COUNCIL, INC.	Concerts	\$8,152.50	311, 252
JENNY O'NEILL, CPA	Consultant Fee	\$36,777.50	100
JAMES CAVANAUGH	Resale Items	\$5,603.00	226
LAW ENFORCEMENT PSYCHOLOGICAL SERVICES	Consultant Fee	\$15,000.00	420
MASSENA ELECTRIC DEPARTMENT	Utility Expense	\$13,443.73	569
METRO CLEANERS LLC	Cleaning Expense	\$9,533.02	374, 462
METROPOLITAN SWIMMING INC.	Event Expense	\$6,623.00	215
MOLLY ROSS	Consultant Fee	\$5,550.00	626
MONTAUK DOWNS STATE PARK	Event Expense	\$8,208.00	302, 470
MV SPORT	Program Expense	\$14,441.79	306
NIAGARA ADVENTURE THEATRE	Program Expense	\$18,142.44	599
NIAGARA TOURISM & CONVENTION CORP.	Program Expense	\$23,225.00	226
NYS & LOCAL RETIREMENT SYSTEM	Annual Payment	\$343,702.00	285
NYS EMPLOYEES' HEALTH INSURANCE	Employee Health Benefits	\$789,587.26	285
NYS OPRHP	Reimbursement	\$1,236,957.19	226,251,266, 279,300, 304, 330,343,421,461,462,563,577,598,6 19,623,621,809,811,817
NYSIF WORKERS' COMPENSATION	Workers Comp	\$34,638.00	285
PALISADES INTERSTATE PARK COMMISSION	Reimbursement	\$110,000.00	813
PAUL EDICK	Resale Items	\$5,520.00	279
PARKS & TRAILS NEW YORK	Consultant Fee	\$7,500.00	623
PERRIN	Re-Sale Items	\$12,107.53	306
RICK TURK TREE SERVICE INC.	Re-Sale Items	\$8,020.00	251
SAINT LAWRENCE CHURCH	Facility Rental	\$12,300.00	569
SITE SPECIALISTS, LTD.	Memorial Bench Program	\$29,581.76	252, 300, 311, 509,526
STANTEC CONSULTING SERVICES INC.	Consultant Fee	\$12,005.58	626
STARR WHITEHOUSE	Consultant Fee	\$14,039.00	626
TEE TO GREEN PRO SERVICES, INC.	Event Expense	\$9,250.00	302, 470
THE BUFFALO NEWS	Advertising	\$5,494.53	226, 306
THE HARTFORD	Insurance	\$9,816.26	100
THE TREASURER OF THE UNITED STATES	Performance	\$12,000.00	589
TOM'S ICE CREAM, INC.	Re-Sale Items	\$5,943.50	515, 518
TOWN OF MINERVA	Grant Award - Finch Grant Program	\$9,093.25	603
JONES BEACH LIFEGUARD CORPS.	Training/Activity Expense	\$6,000.00	472
ULINE	Program Supplies	\$6,698.85	282, 343, 508, 511,809
WICKI WHOLESALE STONE INC.	Landscaping steps	\$10,071.50	252,260
	Noncompetitive Total:	\$3,659,352.06	

84 LUMBER COMPANY	Wood Supplies	\$5,131.00	282
ABLE EQUIPMENT COMPANY	Equipment rental	\$28,391.36	300
ALPIN HAUS	Poolside Furnishings	\$7,348.40	330
AMERICAN AIRPOWER MUSEUM	Performance	\$8,000.00	589
AMERICAN ASPHALT INC.	Paving expense	\$11,485.00	569
ANCHOR MARINE	Program Equipment	\$64,827.00	266
APARO'S LITTLE JOHN	Portable Sanitation	\$7,800.00	528
ASI NEW YORK INC.	Signage	\$24,064.95	811
C & G PARTNERS	Design Services	\$97,284.33	626
CNY CUSTOM CARTS	Equipment	\$6,852.60	251
CONFER BETHPAGE	Event Expense	\$12,500.00	256
COUNTRY GARDENS NURSERY	Planting Materials	\$8,454.20	260
CTS TRAILERS LLC	Trailer for Runs	\$18,014.55	528
DEERE & COMPANY	Equipment	\$13,377.54	307,501
DOYLE PARTNERS INC.	Sign Design	\$8,375.00	252
DRYJECT NORTH EAST, LLC	Aeration of Greens	\$13,200.00	256
ENVISION SOLAR	Solar vehicle charger station	\$88,621.00	452
ENVIRO-LOG HOME PRODUCTS INC.	Re-Sale Wood	\$14,544.00	251
FOBARE LAKE FARM	Mowing	\$30,000.00	569
FRED'S TENTS AND CANOPIES	Equipment	\$6,017.60	311
GARRANDS MOTORSPORTS	Equipment	\$7,342.52	569
GIDEON PUTNAM RESORT	Summer Run Series Getaway	\$15,000.00	528
HERC RENTALS INC.	Lighting for Summer Runs	\$8,334.20	528
HUNTER EMS, INC.	Program Services	\$6,240.00	528
J.E. SHEEHAN CONTRACTING CORP.	Excavation Services	\$16,800.00	569
JOHNSTON RV COUNTRY	Trailer	\$16,515.50	311
JOY ARDEN	GIS Work	\$6,500.00	252
KENMAR SHIRT INC. APPAREL PRINTING	Shirts for Summer Runs	\$11,632.26	528
LANDSCAPE STRUCTURES INC.	Playground Equipment	\$6,818.30	608
LAZER INNOVATIVE PACKAGING INC.	Program Expense	\$16,154.94	226
MIKES PARTY BOAT CORP.	Program expense - Air Show	\$23,400.00	589
MR. JOHN PORTABLE SANITATION UNITS, INC.	Portable Sanitation	\$12,855.00	304
NATIONAL COMPOSITES/PADDLE WHEELER	Program Equipment	\$9,263.85	508
NORTHERN MACHINING	Program Equipment	\$7,162.88	569
PEPSI-COLA	Beverages For Summer Runs & Surf Fishing Tour	\$12,627.90	310, 528, 589
PEPSI-COLA OF HUDSON VALLEY	Re-Sale Items	\$6,431.50	343
PLANGEA	Program Supplies	\$6,232.35	472
RAND ATELIER, LLC	Construction Expense	\$5,950.00	422
RIVER RESTORATIONS, LLC	Canoe Restoration	\$8,375.00	266

RONDA M. BRANDS GARDEN DESIGN	Consulting Expense	\$13,520.00	252
SITEONE LANDSCAPE SUPPLY, LLC	Program Supplies	\$12,938.86	251
SUMMIT SECURITY SERVICES INC.	Security Services - Jones Beach	\$19,636.00	304
TRIPLE B AMUSEMENTS INC.	Equipment Expense	\$14,999.00	306
WASTE 2 WATER INC.	Storage Building	\$18,074.00	259
WATERTOWN POWER SPORTS	Equipment	\$16,523.63	421
WESTBURY TOYOTA INC.	Vehicle	\$22,205.00	300
WEX BANK	Utility Expense	\$8,282.39	569
WILLIAM G. MOORE & SON INC. OF DELAWARE	Lumber Expense	\$96,195.10	207
WOODTEX NY LLC	Construction Expense	\$7,590.00	337
YOUNG EXPLOSIVES CORP.	Performance	\$16,798.00	294, 306
ZORN'S POULTRY FARMS	Summer Run Hero Party	\$7,532.00	528
	Non-Contract/Purchase Order Total:	\$932,218.71	
BUTLER HUMAN SERVICES FURNITURE	Furniture Purchase	\$21,435.29	508
FARM-RITE INC.	Equipment	\$40,367.00	809,811
GRAY'S WHOLESALE, INC.	Re-Sale Items	\$8,699.99	266, 279
MALVESE EQUIPMENT CO., INC.	Maintenance Equipment	\$170,346.78	252,259
STORR TRACTOR COMPANY	Maintenance Equipment	\$142,221.80	256, 259
WAYPOINT TECHNOLOGY	GIS Equipment	\$10,203.00	506
	State Contract Total:	\$393,273.86	

Natural Heritage Trust

2017 - 18 MWBE and Service-Disabled Veteran Owned Business Report June 2018

Report Background

NHT is required by Article 15-A of the NYS Executive Law to establish employment and business participation goals for minority and women owned businesses (MWBEs). NHT reports MWBE utilization quarterly to the Empire State Development Division of Minority and Women-Owned Business.

NHT is also required by Article 17-B of the NYS Executive Law to establish business participation goals for Service-Disabled Veteran Owned Businesses (SDVOB). NHT reports SDVOB usage quarterly to the NYS Office of General Services.

Annual Goal Plan Requirements

It is the responsibility of the NHT to prepare and submit an annual goal plan for utilization of MWBE and SDVOB vendors. The Goal Plan is based on a percentage of total projected expenditures for the fiscal year. Certain expenditures are excluded from MWBE and SDVOB spending goals. These Exclusionary Expenditures include costs related to employee benefits (health insurance, retirement system contributions, workers compensation premiums, etc) and expenditures that are to sole source vendors, meaning the product or service is unique. Exclusions are also granted for vendors that have a NYS contract that provides exclusivity at certain parks and facilities for sale of certain products (e.g. on-site food/catering services, golf cart rentals, etc).

Summary

In 2017/18 the NHT had a goal of 30% MWBE and 6% utilization for Non-Exclusionary Expenditures. NHT had just over 13.5% MWBE and no SDVOB utilization. As more SDVOB's become certified each year, the utilization should start to increase.

<i>MWBE</i>				
Quarter	Non-Exclusionary Expenditures	Utilization	Actual Percentage	Goal Percentage
1	\$761,074	\$264,824	34.80%	30%
2	\$628,374	\$92,660	14.75%	30%
3	\$185,980	\$1,420	0.08%	30%
4	\$136,475	\$7,986	5.85%	30%
Total:	\$1,711,903	\$366,890	13.87%	-16.13%

<i>SDVOB</i>				
Quarter	Non-Exclusionary Expenditures	Utilization	Actual Percentage	Goal Percentage
1	\$761,074	\$0.00	0.00%	6%
2	\$628,374	\$0.00	0.00%	6%
3	\$185,980	\$0.00	0.00%	6%
4	\$136,475	\$0.00	0.00%	6%
Total:	\$1,711,903	\$0.00	0.00%	0.00%